

**Executive Committee Meeting  
Minutes**

Wednesday, April 20, 2016

2:00pm, E-203 Dean's Conference Room

**Present:** Dean M. Mehrabadi, Drs. J. Abraham, C. Mi (via conference phone), A. Plotkin, J. Supernak; Theresa Garcia and Marcie Morihoro

**Guest:** Dan Montoya, CoE Senior Director of Development

Dean Mehrabadi called the meeting to order at 2:04pm.

1. **CoE Development Update – Dan Montoya, CoE Senior Director of Development**

Dan Montoya, CoE Senior Director of Development, provided the following Development updates: 1) Dan thanked the Department Chairs for submitting their Departmental scholarship opportunity needs and Dan has contacted some donors for the scholarships; 2) Dan provided an update on changes to the personnel in the Development Department: A) David Zhang's wife is completing her residency in San Francisco and David has taken a position with the San Francisco Symphony, David's last day was April 14; and B) Ben Moraga is taking a position as Vice President of Fundraising at Sharp Healthcare, his last day at SDSU will be Friday, May 6. At this time Development is not planning on back filling these positions and Dan will be taking care of Corporate Relations and Troops to Engineers; 3) In regards to the EIS fund raising, Dan and Development are continuing to work on closing naming opportunities in the EIS Complex. Dan will be e-mailing the Department Chairs with a list of lab naming opportunities and a flyer with information and pictures that they can share with their industry contacts; and 4) Theresa Garcia suggested the possibility of having naming opportunities for pavers in the courtyards of the EIS Complex. Dan liked the suggestion and said that may be a possible fundraising opportunity in the future, at this point in time, the main focus is closing the naming opportunities.

2. **Approval of 4/6/2016 Executive Committee Meeting Minutes**

The 4/6/2016 Executive Committee Meeting minutes were unanimously approved by all present.

3. **Status of Faculty/Staff Hires**

The Dean and Department Chairs provided an update on the CoE Faculty/Staff hires: 1) AE Chair – Dr. Ping Lu has accepted; AE Technician – Per Dr. Plotkin the search committee is meeting on Monday to rank the (11) applications that have been received; 2) Construction Endowed Chair – Dr. Supernak updated that (6) candidates were chosen for a Skype interview and (3) of these were unanimously chosen by the search committee as suitable for on-campus interviews which will take place next week; 3) EnvE – Dr. Matt Verbyla accepted the position and is deferring for one year and will start in Fall '17; 4) ECE – (4) positions total, (2) have accepted and sent in signed offer letters, (1) verbal acceptance and (1) position is still in negotiations; 5) ME (Mobile Energy) – Dr. Joaquin Camacho will start in August 2016; 6) Associate Dean – Dr. Victoria Coverstone accepted another position and the search has failed. The Dean is looking at re-structuring the Associate Dean position into two positions: Associate Dean for Graduate Studies and Associate Dean for Undergraduate Studies.

4. **Update on GPA increase for Engineering majors**

The CSU Chancellor's Office has approved the Engineering minimum GPA increase from 2.5 to 2.7 which will appear in the 2017-18 SDSU General Catalog.

5. **CoE Information Brochure**

Marcie Morihiro provided a layout and text/picture specifications for the new CoE information brochure based on Executive Committee feedback. The deadline for Department Chairs to submit updated Departmental information for the brochure was extended to Friday, May 20, 2016.

6. **Voting for CoE Valedictorian – Update of CoE Bylaws**

1) In response to Faculty concerns on the procedures for voting on the CoE Valedictorian, Theresa Garcia reviewed the CoE Bylaws. Section IV-B Outstanding Graduate Seniors needs to be updated with a date of March 25. This will need to be voted on during the next CoE Faculty meeting or Retreat; 2) For nominations of Outstanding Service Student criteria for the Senior Banquet, the Committee unanimously agreed that it should be based on a student's service to the Department and it is up to the Chair whether the student can be a graduating or non-graduating student nominee; and 3) For the Senior Banquet the Engineering students are currently voting via a Google Poll for the Favorite Faculty Award of the Department (one faculty per Department), which is going to be changed to "Outstanding Teacher" in 2017.

7. **Peer Advising Center for Engineering Students (PACES) Funding for 2016-17**

The Dean announced that the Dean's Office can provide \$5K of the PACES funding and Theresa Garcia asked for additional funding from the Departments. She reminded the Committee that in order for PACES to continue for the 2016-17 academic year, she will need \$10,200 for (3) advisors or \$13,600 for (4) advisors, which is preferred.

8. **2017 Engineering Design Day**

Marcie Morihiro met with Aztec Student Union Assistant Director, Dan Maringer, and Montezuma Hall is available for the last day of instruction for Spring 2017, May 4, 2017 (we usually hold Design Day the day before the last day of instruction). The Committee members unanimously agreed to keep Design Day on the day before last day of instruction, which will be May 3, 2017, to allow the Senior Banquet to be held on the last day of instruction. This way seniors will be able to enjoy the Banquet before finals begins.

8. **Engineering Dean's Advisory Board Meeting – May 4, 2016**

The Engineering Dean's Advisory Board Meeting is taking place on Wednesday, May 4, 2016, from 8:30am-1:15pm, in the ASU Templo Mayor Conference Room.

9. **2016 Engineering Design Day (Wednesday, May 4, 2016 – 1:30-3:30pm – Montezuma Hall)**

10. **Engineering Senior Banquet (Thursday, May 5, 2016 – 5:30pm-7:30pm – PPG Alumni Center)**

Theresa Garcia announced that tickets are now on sale for the Senior Banquet and can be purchased from both Theresa Garcia and Donovan Geiger. Ticket prices are: \$10 graduating seniors and \$20 all others.

11. **Engineering Commencement (Saturday, May 14, 2016 – 5:30pm-7:30pm – Viejas Arena)**

The Dean asked Chairs to encourage their Faculty to attend Commencement as it means a lot to the graduating students and is an important CoE event. Theresa Garcia asked that Faculty and Staff arrive at Viejas Arena no later than 4:45pm. Department Chairs should contact Donovan Geiger if they need to rent their regalia.

12. **4/20/2016 Dean's Development Council (DDC) & Academic Dean's Council Meeting (ADC):**

1) **DDC**: The Dean was asked to talk about the CoE Advisory Board structure on a referral from the CoE Advisory Board Chair, Steve Doyle, that the CoE Advisory Board is running well.

2) **ADC**:

A) **CSU & SDSU Budget**: President Hirshman spoke about the faculty raise of 10.7% that will be paid over 2 years at a cost of \$367M to CSU. CSU is dividing the responsibility of this money to each of the CSU campuses, with SDSU responsible for \$27M.

B) Graduate Students: The issue came up from the Council that Colleges do not want to admit unqualified graduate students to meet targets, but the question remains as to what the Colleges are doing to recruit quality graduate students.

C) Faculty Recruitment – Dr. Radmila Prislin, AVP Resources Management, Academic Affairs, announced that there are (75) searches: (40) successful; (43) accepted; (9) failed and (26) positions still active

D) Tenure/Tenure-Track Faculty Request Forms - Dr. Radmila Prislin, AVP Resources Management, Academic Affairs, insisted that the questions regarding the office and lab location on the forms must be completed. The Dean asked the Chairs to provide the following information by Monday, 4/25/16, as the CoE Faculty requests could be in jeopardy: 1) Office where the candidate will be assigned; and 2) What type of lab space the candidate will need and it has to be within the Engineering building.

E) Enrollment – Sandra Cook, AVP Enrollment, Academic Affairs, announced that Colleges need to increase the acceptance rate of non-resident and international students.

F) Provost Distinguished Lecture – The Provost will be hosting a Fall 2016 Provost Distinguished Lecture and he would like speaker suggestions from the Colleges.

13. **Roundtable**

Dr. John Abraham – Dr. Abraham inquired about the JDP Program. The Dean informed the Committee that he and Dr. Eugene Olevsky met with UCSD Dean Al Pisano and submitted a simplified JDP MOU for Dean Pisano and plan to have future meetings with others involved in the joint program.

Theresa Garcia – The Dean's Ping Pong Tournament was a tremendous success. AS said that it was the best event in AS history and they are looking to make it an annual event.

Having gone through all the items on the agenda, Dr. John Abraham moved, Dr. Theresa Garcia seconded and the Committee unanimously agreed to adjourn the meeting at 4:30pm.

Submitted by Marcie Morihiro, May 13, 2016.